

Attachment 4

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Panel Operational Plan

(POP)

1. Establish terms of reference.
2. Schedule briefings on substance of subjects in terms of reference.
  - (a) Briefings will cover topics in detail and will include: nature, quantity, and quality of underlying evidence; statements of ground rules on acceptance of evidence; methodology; currently held estimates. Also included should be suggested alternatives levels reflecting alternate interpretations of evidence and alternate methodologies.
  - (b) A general discussion with substantive people will follow briefing. Reference to information files may be necessary for complete understanding of problem by panel members.
  - (c) Text of briefing and copies of displays will be given to each member of panel.
  - (d) Requests for further information or short studies may be made at later date.
3. Discussion by panel of information relating to subject.
  - (a) If members satisfied that all obtainable information has been assimilated into existing product, panel may:

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- (1) approve alternatives as presented, decide on form and method of presentation, provide for preparation of report;
- (2) or require reexamination of evidence by substantive group and framing of new alternatives;
- (3) or suggest alternative methods.
- (b) If additional information appears obtainable, request its procurement for purposes of this study.
- (c) Follow-on discussions if necessary.
4. Review report and provide for dissemination.

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